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ISSUE MEMORANDUM - NEW HEADQUARTERS BUILDING COMMUNICATIONS

Status

Plans and funds are included in the FY 85 to FY 89 budget to provide communications for the new headquarters building and to upgrade the existing facilities. The objective is to provide modern communications facilities which will serve the full range of needs over the next several decades and will be adaptable to accommodate change. This will necessarily involve the gathering and analysis of requirements and development of an architecture around modern technology.

The estimates of cost, while crude, stand [] for new communications in the existing headquarters facility and the new building. Installation must start in January 1987 as soon as the new building is available for occupancy. Initial definition is current under contract [] with ED as sponsor. 25X1 25X1

ED has used study funds to initiate the above work and plans to do the same in 1984. The funding for acquisition of the communications for the new building begins in the FY 85 budget.

Scope

The New Headquarters Building will be required to service the full gamut of communications needs as they evolve over the next two plus decades. These needs are similar to those of the current headquarters building, with which the new building will share the communications function. It is planned to use modern systems in the new building and to upgrade the current building's systems to serve requirements as they evolve.

The services required cover voice, computer data, graphics, facsimile, imagery including photo composition, office automation and conferencing capabilities. In short, communications services will be integrated to ensure meeting the full range of needs and to ensure the facile addition of new services as new or additional requirements surface. The present building will have to offer a similar set of services as users will concurrently operate from both buildings using common facilities (i.e., ODP computing centers, P&PD printing facilities, OCR ADSTAR systems).

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Issues

1. Capacity - The communications resources for the headquarters must be an integrated set. Planning must encompass both buildings and the full range of needs to avoid patchwork capabilities which are expensive and don't work together. OC has no one, existing group with the capacity or the charter to perform the full scope of work required.

2. Charter - While the New Building Project Office is the responsible body for the new building, they expect to task OC to provide new building communications. The fact that the existing building is a factor indicates an OC responsibility to provide integrated services. A major user - ODP - is of two minds. One faction favors wire grids while another believes in wideband cable and believes ODP should develop it. Major users must be brought into the process but OC responsibility for the task should not be abrogated nor abridged. A recommendation is directed at this issue.

3. Schedule - The new building will be ready for installation of facilities in January 1987 according to current plan. This allows adequate time to integrate requirements, analyze and differentiate alternatives, define, procure and install an effective set of communication facilities. ED has initiated [] study to define the requirements and define architectural alternatives by the spring of 1984. System specifications can be developed for competitive procurement in FY 85/86 with installation in early 1987 when the new building is ready.

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4. Technology - The technology required is available commercially today. While some adaptation may be desirable in view of security/compartimentation requirements, no experimental technology is to be developed. Further, today's technology is amenable to later enhancement which will be required over time. The key is to develop and procure an integrated set of systems which will provide an adequate base capacity of flexibility and bandwidth in the initial installation.

5. Funding - Adequate funding is planned in the FY 85 budget (and outyear projections) if new initiative #6 is approved. Barring changes of more than 15%, funding limitations should not inhibit the program.

6. Management - The overall headquarters communications project [] as projected through 1989. It requires a dedicated team with responsible management oversight. Running a set of autonomous tasks in various parts of OC will guarantee problems of conflicting objectives and incompatible results. A recommendation is directed at this issue.

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Recommendations

1. A project team should be established in ED to plan, develop and install communications in the new headquarters building and to upgrade the current building communications facilities. The team should report at C/ED level and be led by a GS-15 officer with an engineering background. Engineering should define, develop and procure the specific systems with DND installing, testing and accepting them. CSD should be tasked to review security provisions against a predefined set of criteria. Monthly reports should be made against a plan with quarterly reviews held formally. A suggested management review team is C/ED, C/MLS/SINAG, C/DND and C/New Building Project Office.
2. OC should assume the initiative and announce the instigation of the early tasks, particularly requirements definition and invite participation by major users. The new building work will of course be done responsively to the new building project office.
3. The project should provide some early testbed/demonstration LAN capability soon after contract (circa 1985) to allay concerns for relatively new technology.

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